

THE MINUTES OF THE AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER BRIDGE STREET, TUMBARUMBA, ON WEDNESDAY 6 NOVEMBER 2019

COMMENCING AT 10am

PRESENT: Glenyce Francis (Chairperson), Steven Walker (External Member), James Hayes (Mayor), Cate Cross (Councillor), John Larter (Councillor), Phil Swaffield and Stephen Prowse (National Audits Group), Brad Bohun (Crowe Horwath).

IN ATTENDANCE: Matthew Hyde (General Manager), Shelley Jones (Acting Director Internal Services), Phil Stone (Acting Director Strategy, Community and Development), Heinz Kausche (Acting Director Assets and Infrastructure) Sarah Pentland (Division Manager Finance & IT), Brook Penfold (Coordinator Governance and Risk), and Shirley Williams-Enever (Governance and Compliance Officer).

BY TELEPHONE: Michael Kharzoo (Audit Office).

OBSERVER:

1. APOLOGIES

James Hayes (Mayor)

2. MINUTES OF PREVIOUS MEETINGS

ARI.85 RESOLVED:

That the Minutes of the Audit, Risk & Improvement Committee Meeting held on 7 August 2019 be received.

Cr John Larter / Steven Walker

ARI.86 RESOLVED:

That the Minutes of the Audit, Risk & Improvement Committee Meeting held on 25 September 2019 be received.

Steven Walker / Cr John Larter

3 BUSINESS ARISING

Nil

Minutes of the Meeting of the Audit Risk & Improvement Committee held in the Council Chamber Bridge Street, Tumbarumba on Wednesday 6 November 2019

4. AGENDA ITEMS**4.1 RECRUITMENT OF AUDIT RISK AND IMPROVEMENT COMMITTEE MEMBER****ARI.87 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on Recruitment of Audit, Risk and Improvement Committee Member
2. Noted the resignation of Ian Chaffey as an independent external Audit, Risk and Improvement Committee member
3. Noted the recruitment of one independent external Audit, Risk and Improvement Committee member as per Council resolution M360/19
4. Noted that Julia Ham (Councillor Representative) has resigned from ARIC committee and replaced by Cate Cross as Councillor delegate

Steven Walker / Cr John Larter

4.2 ACTION REPORT TO THE AUDIT, RISK AND IMPROVEMENT COMMITTEE**ARI.88 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on Action Report to the Audit, Risk and Improvement Committee.
2. Reviewed and discussed the current status in regards to the progress of the actions.
3. Closed part 1 of action ARI.12 as the review of the Corporate Risk Register as being complete with monitoring undertaken by the Safety, Risk and Quality Committee.
4. Closed part 2 of action ARI.12, as this action is superseded by the new Audit Plan for 2019/2020.
5. Closed action ARI.20 as recommended in the commentary on the status report as being no longer required due to the role of the Project Management Office (PMO).
6. Closed action ARI.58 as the PMO will provide a list of risks and mitigation strategies on a quarterly basis to the Audit, Risk and Improvement committee.
7. Closed action ARI.59a as being complete with Reserve balances included in financial statements and subject to review through the QBR process.

8. Closed action ARI.59b as being complete with a Grants register created for external audit requirements.
9. Closed action ARI.60 as the actions from the findings from the Information Security controls review have been added to the Audit Matrix.
10. Closed action ARI.63 as the Strategic Risks and Major Directorate Risks were reported to the August ARIC meeting. PMO is a standing ARIC agenda item.
11. Closed action ARI.69 as the findings from the Fraud and Corruption review have been added to the Matrix.

Cr John Larter / Cr Cate Cross

4.3 AUDIT, RISK AND IMPROVEMENT COMMITTEE MATRIX

ARI.89 RESOLVED:

THAT THE COMMITTEE:

1. Received the report on the Audit Matrix to the Audit, Risk and Improvement Committee.
2. Reviewed and discussed the status of the recommendations contained within the report.
3. Closed Item 67 of the Internal Audit Matrix as being complete as the Fraud and Corruptions risks will be discussed at the Safety, Risk and Improvement committee meetings.
4. Closed Item 69 of the Internal Audit Matrix as policies are now housed in the Pulse software and training is booked for December 2019.
5. Endorsed the proposed revised completion date for Item 14 of the Internal Audit Matrix from 30 June 2019 to 31 January 2020.
6. Endorsed the proposed revised completion date for Item 18 of the Internal Audit Matrix from 30 June 2019 to 26 July 2020.
7. Endorsed the proposed revised completion date for Item #1 of the External Audit Matrix from 2-6 September 2019 to 26 July 2020.
8. Closed Item #2 of the External Audit Matrix as being complete.
9. Endorsed the proposed revised completion date for Item #13 of the External Audit Matrix from 30 June 2019 to 31 March 2020.
10. Closed Item #15 of the External Audit Matrix as the Enterprise Risk Management Framework and Risk Appetite documents are complete.
11. Endorsed the proposed revised completion date for Item #16 of the External Audit Matrix as the current financial audit is complete.

Minutes of the Meeting of the Audit Risk & Improvement Committee held in the Council Chamber Bridge Street, Tumbarumba on Wednesday 6 November 2019

12. Endorsed the proposed revised completion date for Item #17 of the External Audit Matrix from 2-9 September 2019 to 26 July 2020.
13. Closed Item #18 of the External Audit Matrix as this action is now complete.
14. Request Management to present a manageable solution for presentation of the Matrix actions report to the committee at the February 2020 meeting.

Cr John Larter / Steven Walker

4.4 IMPROVEMENT PLAN FROM COMPLAINTS RECIEVED DURING 2019

ARI.90 RESOLVED:

THAT THE COMMITTEE:

1. Received the report on Improvement Plan from Code of Conduct Complaints received during 2019
2. Examined and discussed the improvement plan
3. Added the recommendations to the ARIC Action Plan

Cr John Larter / Cr Cate Cross

4.5 FINAL 2018-19 FINANCIAL STATEMENTS AND AUDIT DOCUMENTATION

ARI.91 RESOLVED:

THAT THE COMMITTEE:

1. Received the Annual Financial Statements, the NSW Audit Office Engagement Closing Report and the NSW Audit Office Management Letter for the year ended 30 June 2019.
2. Reviewed and discussed the Audit Findings.

Cr John Larter / Steven Walker

4.6 COST ALLOCATION - FINAL INTERNAL AUDIT REPORT

ARI.92 RESOLVED:

THAT THE COMMITTEE:

1. Received the report on Cost Allocation – Final Internal Audit Report
2. Examined and discussed the recommendations and the management responses provided
3. Added the findings to the ARIC Matrix

Cr Cate Cross / John Larter

Minutes of the Meeting of the Audit Risk & Improvement Committee held in the Council Chamber Bridge Street, Tumbarumba on Wednesday 6 November 2019

4.7 THREE YEAR INTERNAL AUDIT PLAN**ARI.93 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on Three Year Internal Audit Plan
2. Examined and discussed the Three Year Internal Audit Plan
3. Endorsed the reduction of 3 internal audits to 2 internal audits for 2019/2020
4. Endorsed the Risk Management Framework as the first internal audit for 2019/2020
5. Endorsed the Management Accounting/Financial Reporting Controls as the second audit for 2019/2020

Steven Walker / Cr John Larter

4.8 MAJOR PROJECTS PROGRAM 2018/19 AND 2019/20**ARI.94 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on Program Management Office (PMO) 2018/19 and 2019/20 Major Projects Program on progress to October 2019.
2. Noted the decisions that have been escalated to the Program Management Board for approval as part of the process to fast track the delivery of projects within the required timelines and budget constraints
3. Noted the current process for Risk assessment - Risk assessment and status of projects has been assessed and reported each month to the Councillor workshop. The PMO have added reputational risk assessment against each project within this spreadsheet (Attachment 2).

Cr John Larter / Cr Cate Cross

4.9 ORGANISATIONAL STRUCTURE**ARI.95 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on the Organisational Structure
2. Reviewed and discussed the organisational structure process and outcomes

Steven Walker / Cr Cate Cross

4.10 QUARTERLY REPORT - SAFETY, RISK AND QUALITY COMMITTEE**ARI.96 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on Quarterly Safety Risk and Quality (SRQ) committee meeting.

Cr John Larter / Cr Cate Cross

4.11 A NEW RISK MANAGEMENT AND INTERNAL AUDIT FRAMEWORK - DISCUSSION PAPER**ARI.97 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on A New Risk Management and Internal Audit Framework – Discussion Paper
2. Examined and discussed the framework and its implications for Snowy Valleys Council
3. Endorsed the Chair to prepare and lodge a submission on behalf of Snowy Valleys Council ARIC members to Office of Local Government by 31 December 2019

Cr Cate Cross / Steven Walker

4.12 2018-2019 OPERATIONAL PLAN PERFORMANCE AND STATUS REPORT**ARI.98 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report 2018-2019 Operational Plan Performance and Status Report
2. Examined and discussed the 2018-2019 Operational Plan Performance and Status Report

Cr John Larter / Cr Cate Cross

4.13 QUARTER ONE - OPERATIONAL PLAN UPDATE AND STATUS REPORT**ARI.99 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on Quarter One Operational Plan Update and Status Report.

2. Examined and discussed the Quarter One Operational Plan Update and Status Report.

Cr John Larter / Cr Cate Cross

Heinz Kausche (Acting Director Assets and Infrastructure) left the meeting at 12.50pm

4.14 AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING FORWARD PLAN

ARI.100 RESOLVED:

THAT THE COMMITTEE:

1. Received the report on 2020 Forward Meeting Plan
2. Endorsed the meeting dates, times and forward meeting plan for 2020 with all meetings to be held in Tumut, unless there is a reason to hold the meeting in an alternative location.
3. Added the meetings to the Council meetings calendar

Cr John Larter / Cr Cate Cross

Phil Stone (Acting Director Strategy, Community and Development) left the meeting at 1.12pm

4.15 GENERAL MANAGER CONFIDENTIAL REPORT

5 GENERAL BUSINESS

Nil

6 NEXT MEETING

The next meeting of the Audit, Risk and Improvement committee will be held on 5 February 2020 in the Tumut Office.

There being no further business to discuss, the meeting closed at 1.28 pm.

Disability Inclusion Access Reference Group

Meeting Minutes

Thursday 28 November 2019

Held at: Council Chambers Bridge Street Tumbaramba

Meeting opened: 11:18 am

Present: Martin Brown, Wendy Arentz, Fiona Scott, Tracy Wiggins, Judy Cussons, Grace McEachern, Councillor Julia Ham

Apologies: Councillor Cate Cross, Catherine Anderson, Judi Boyd.

Business	Action	Responsible
1. Minutes from 26 September 2019 meeting:	Minutes adopted: Motion: Minutes be adopted as a true and accurate record.	Wendy Arentz, Martin Brown. All in favour
2. Business arising from minutes: Explanation of Intereach and their services for new members. Discussed if a business is not accessible for a person with disability, can the business come out to them?.e.g. banks that have steep steps for access <ul style="list-style-type: none"> • Attendance at Business Chamber meetings • Could shops on the eastern side of Tumbaramba be two level to allow access for all abilities to shops. • International Day of People with Disabilities carried over to 2020. 	Explanation of Intereach scoring for businesses and the DIARG in 2020.	Wendy, Amos and representative of Intereach.

<ul style="list-style-type: none"> ➤ Thursday 3 December for Tumut awareness campaign and Friday 4 December for Tumbarumba activities. ➤ Councillor awareness workshop, Councillor lunch – blind lunch for Councillors. • Some businesses are inaccessible due to blocked pathways. • MLAK media release • Street signage for Master Locksmith Access Key toilet locations • Union Lane toilets in Tumbarumba are not on access map. 	<p>Street stalls to be booked for these days</p> <p>. Organise games, goggles, lunch Prepare a program to Councillors and Senior staff.</p> <p>Forward specific locations of inaccessible areas for people with disabilities. Follow up with communications and proceed with media release after all keys distributed. Follow up on possibility of providing.</p> <p>Follow up.</p>	<p>Tracy</p> <p>Tracy</p> <p>Wendy</p> <p>Tracy</p> <p>Tracy</p> <p>Councillor Ham</p>
3.Disability Inclusion Action Plan progress.	29 of 36 actions progressed.	
<p>4.Other Business</p> <ul style="list-style-type: none"> • Terms of reference state quarterly meetings. DIARG meet monthly. • Meeting schedule for 2020. • Representation at KUVA meeting in 2020. • Leash free dog areas. 	<p>Agreed to continue ot meet monthly with quarterly meetings a minimum schedule. Adopted by all. Being present 9am at 4 March meeting. Definition and locations in snowy Valleys Council. Organise to look at leash free areas</p>	<p>Councillor Ham, Martin Brown, Grace McEachern and Wendy Arentz.</p> <p>Tracy</p>
5. Next meeting	23 January 2020 11am -1pm Tumbarumba	Councillor Ham apology
Meeting closed: 12:38 pm.		

Other business:

- Representation on DIARG. Gadarra School to be contacted and invited to attend the DIARG meetings.
- Councillor representation on DIARG. Council Meeting minutes detailing Councillor representatives to be forwarded to DAIRG committee members.
- Snowy Valleys Council Disability Inclusion Action Plan operational plan actions and DIAP to be emailed to DIARG representative Councillors.
- Access businesses and service clubs to raise awareness of the Snowy Valleys Council Disability Inclusion Action Plan and offer the disability access scoring for businesses conducted by Intereach.
- Master Access Locksmith Keys. The media release is delayed until the after-hours access points have been clarified and agreed to.
- Martin Brown issued an apology for the next meeting.

Meeting closed: 12:17pm

Next meeting to be held: 24 October 2019

**THE MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD IN
THE COUNCIL CHAMBER, BRIDGE STREET, TUMBARUMBA, ON WEDNESDAY 27
NOVEMBER 2019**

COMMENCING AT: 11.05am

PRESENT: John Reeves representing Acting Director Assets and Infrastructure, Cr Bruce Wright, Anthony Carroll (Road Safety Officer); Ray 'Dossie' Carr, representative for Justin Clancy MP, State member for Albury, Steven Horsley, representative for Dr Joe McGirr MP.

IN ATTENDANCE:

1. APOLOGIES

Heinz Kausche (Acting Director Assets & Infrastructure).

2. MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION:

That the Minutes of the Local Traffic Committee Meeting held on 25 September 2019 be received.

Moved: Ray 'Dossie' Carr Seconded: Anthony Carroll

3 BUSINESS ARISING

- 3.1 Tooma Road speed zone request: Information has been collected. Report to be submitted to the Tooma Progress Association for their information and consideration.
- 3.2 Miles Franklin Drive, Talbingo, speed zone request: Query who owns the road. Traffic counter to be installed.
- 3.3 Speed zone request Tumut Street, Adelong: Need specific detail of location for 40 km per hr High Pedestrian Activity Area.
- 3.4 Speed zone request Batlow Road CBD: Refer to original application from Batlow Development League regarding location of 40 km per hr High Pedestrian Activity Area.
- 3.5 Speed zone request Wagga Road, Rosewood: Traffic counter to be installed and consult with community as well as heavy vehicle operators to determine suitability.
- 3.6 Site investigation Gocup Road, Capper Street, Snowy Mountains Highway: Meeting are ongoing between Council and Transport for NSW.

4. AGENDA ITEMS**4.1 ADELONG PRE-SCHOOL - PARKING****DISCUSSION:**

The Committee recognise that parking congestion and the lack of a formal bus stop in front of the Pre-School in Lynch Street are areas of concern to staff and parents.

The Committee recognise that signs on the Memorial Park fence cause confusion, giving the impression that parking is allowed on the footpath in front of the park.

That Council investigate designs for bus stops in front of the Pre-School and sufficient parking for users of the Pre-School and Memorial Park.

RECOMMENDATION:**THAT COUNCIL:**

4.1.1 Receive the report on the Adelong Pre-School - Parking.

4.2 RURAL BUS STOP APPLICATION - 660 BATLOW ROAD, TUMBARUMBA**DISCUSSION:**

This application for a bus stop needs to be forwarded to Transport for NSW as they are responsible for the management of this State road.

RECOMMENDATION:**THAT COUNCIL:**

4.2.1 Receive the report on the Rural Bus Stop application at 660 Batlow Road, Tumbarumba.

4.3 REQUEST FOR RURAL BUS STOP - 4235 BATLOW ROAD, TUMBARUMBA (3797MO)**DISCUSSION:**

This application for a bus stop needs to be forwarded to Transport for NSW as they are responsible for the management of this State road.

RECOMMENDATION:**THAT COUNCIL:**

4.3.1 Receive the report on the request for a rural bus stop at 4235 Batlow Road, Tumbarumba.

4.3.2 Approves the application for the rural bus stop located to be located at 4235 Batlow Road, Tumbarumba.

4.4 SPEED ZONES - SNOW RIDGE ROAD/ TOOMA ROAD/ SWAMPY PLAINS ROAD & THE ELLIOTT WAY

DISCUSSION:

This proposal for a speed zone request needs to be forwarded to National Parks as they are responsible for the management of this road. It was proposed that a traffic counter be placed on the Swampy Plains/Tooma Road where it is maintained by Council to determine if traffic volumes change as a consequence of traffic speed reduction to the Alpine Way.

RECOMMENDATION:**THAT THE COMMITTEE:**

4.4.1. Receive the report on the review of speed zones along parts of the following roads:

- Snow Ridge Road
- Tooma Road
- Swampy Plains Road
- Elliott Way

4.5 SPECIAL EVENT APPLICATION - COLOUR EXPLOSION FUN RUN - TUMUT

DISCUSSION:

The application is to be forwarded to Transport for NSW for their consideration and concurrence.

RECOMMENDATION:**THAT COUNCIL:**

4.5.1. Receive the report on the Special Event Application – 2020 Colour Explosion Fun Run.

4.5.2 Support the Special Event Application for the 2020 Colour Explosion Fun Run on 4 April, 2020 to enable the event to go

ahead, subject to Council's standard conditions.

4.6 SPECIAL EVENT APPLICATION - BATLOW CIDERFEST 2020

DISCUSSION:

That the applicants promote the 'If you are drinking, don't drive' message regarding responsible driving. Organisers need to liaise with Road Safety Officer towards this objective.

The application is to be forwarded to Transport for NSW for their consideration and concurrence.

RECOMMENDATION:

THAT THE COMMITTEE:

4.6.1 Receive the report on Special Event Application – 2020 Batlow Ciderfest.

4.6.2 Support the Special Event Application for the 2020 Batlow Ciderfest on 16 May, 2020 to enable the event to go ahead, subject to Council's standard conditions.

4.7 SPECIAL EVENT APPLICATION - 2020 FESTIVAL OF THE FALLING LEAF

The application is to be forwarded to Transport for NSW for their consideration and concurrence.

RECOMMENDATION:

THAT COUNCIL:

4.7.1 Receive the report on Special Event Application – 2020 Festival of the Falling Leaf.

4.7.2 Support the Special Event Application for the 2020 Festival of the Falling Leaf on 2 May, 2020 to enable the event to go ahead, subject to Council's standard conditions.

4.8 SPECIAL EVENT APPLICATION - 2019 TUMBARUMBA COMMUNITY CHRISTMAS CARNIVAL

DISCUSSION:

The application is to be forwarded to Transport for NSW for their consideration and concurrence.

RECOMMENDATION:**THAT COUNCIL:**

- 4.8.1 Receive the report on Special Event Application – 2019 Tumbarumba Community Christmas Carnival.
- 4.8.2 Support the Special Event Application for the 2019 Tumbarumba Community Christmas Carnival to enable the event to go ahead, subject to Council's standard conditions.

4.9 PROGRESS REPORT ON OUTSTANDING ITEMS REPORTED TO THE LOCAL TRAFFIC COMMITTEE**DISCUSSION:**

The list of outstanding items were discussed.

RECOMMENDATION:**THAT COUNCIL:**

- 4.9.1 Receive the report on the progress of items discussed at previous Local Traffic Committee Meeting.

5 GENERAL BUSINESS

- 5.1 Congestion of Wynyard Street, Fitzroy Street and Merivale Street are a concern and warrant a plan of investigation that will be included within the agenda of the next meeting.
- 5.2 Merivale Street congestion at the exit of BWS was discussed and agreed warrants investigation into traffic movements exiting BWS, Reject Shop and Coles car parking area.
- 5.3 Batlow 80 km per hr zone: The Committee discussed the appropriateness of a 80 km per hr ahead sign to prepare road users for the 80 km per hr zone.
- 5.4 Junction of Batlow Road and Snowy Mountains Highway: The Committee discussed the suitability of a reduced speed zone along Snowy Mountains Highway on either side of the intersection. Data regarding traffic movement to be collected for consideration of this suggestion.

6 NEXT MEETING

The next meeting is scheduled for 11am Wednesday, 26 February 2020, in the Riverina Room at Tumut.

There being no further business to discuss, the meeting closed at 12.35pm.

BATLOW DEVELOPMENT LEAGUE
GENERAL MEETING 6th November
2019
MEETING COMMENCED: 7.00 pm



PRESENT: R Sweeney, N Shaw, T McDonald, C Agate, T Billing, R Billing, C Dawson, K Dawson, A Dickinson, C Smit, P Stone (SVC), D Wiltshire, J Wilford, D Killeen.

APOLOGIES: K McLaren, H Tietze, C Agate.

MINUTES:

It was **RESOLVED** that the Minutes of the **Batlow Development League (BDL)** meeting held on 2nd October, 2019 be accepted as read.

Moved: D Wiltshire/Seconded N Shaw/Passed

TREASURER'S REPORT:

It was **RESOLVED** that the Treasurer's Report of the **BDL** accounts to 6th November, 2019 be revisited when Treasure was available.

Moved K Dawson/Seconded D Wiltshire/Passed

CORRESPONDENCE:

- Council papers
- EOI Small Halls
- FRRR Grants
- 2020 Australia Day Awards nominations

Moved K Dawson/Seconded N Shaw/Passed

BUSINESS ARISING

Volunteer Inductions need to be renewed annually.

COUNCIL MATTERS - P Stone

Showground Lighting:

A New key for the lighting box has been cut. Batlow Football Club to hand theirs back. The contact number on the box will be updated. P Stone will investigate further as to where the key will be located.

Literary Institute:

Proceeds of the sale of the old Batlow Chemist shop have been set aside. R Billing will provide a list of things that still need doing. The booking process is still being addressed.

40 kph Zone in CBD:

The Traffic Committee have/will meet with the RMS.

GENERAL BUSINESS:**Hangi:**

Bookings a bit slow. Numbers are required for catering. Dr Joe McGirr will be attending.

"The Cannery" Sound Shell:

The design has been approved by the BDL, with the following to be taken into consideration:

1. Ventilation
2. Sound for bands
3. Benches on the inside of the shell
4. Smaller outside stage area
5. Insulation (sound absorbing)
6. Drainage

Festival of Small Halls:

BDL is interested. R Billing and R Sweeney to look into applying.

Brindabella Road:

Council has already carried out a lot of work. Committee interested in fund raising with Council to complete the work. A forum to be held at Batlow on the Friday before CiderFest.

FRRR Funding:

Tumut Community Association Inc. was successful in being granted a Total funding of \$45,000 (• Coordinator \$39,475 • Website \$5,525)

They are preparing an expression of interest for \$950,000 on behalf of the communities of Adelong, Batlow, Brungle, Talbingo and Tumut. The funding will be distributed between 2020 and 2023. All not for profit (NFP), non-government organisations within our region will be eligible to nominate projects for funding which assist them to thrive and be successful in meeting their goals. Only three rural communities in New South Wales will be chosen to receive funding and this is the only expression of interest which will be accepted from our region.

Regional Digital:

Coming to Batlow to survey our digital issues and needs.

Literary Institute:

Cleaning of Literary Institute needs to be addressed. R Billing will follow up with A Burke.

Strengthening Rural Communities:

Grants are now available.

School Bus Stop:

Council to liaise with bus company as to where it should be.

Destination Marketing:**Recommendation:**

BDL recommends Visit Batlow website be taken over by council from BDL.

Moved D Killeen/Seconded T Billing/Passed

Trees

R Sweeney said two more trees have been removed from Reedy Creek Park for no apparent reason.
C Smith said there is a register for requests to remove or lop trees.

Meeting Closed at 9.30 pm.

Next Meeting: Wednesday December 4th, 2019, 7.00pm in the Batlow RSL Club.

BATLOW DEVELOPMENT LEAGUE**ANNUAL GENERAL MEETING****6TH NOVEMBER 2019 7:00pm.**

Attendance: Robyn Sweeney – Donna Killeen - Tina Billing – Colleen Dawson – Ang Dickinson – Deb Wiltshire – Ray Billing - Keith Dawson– Tim McDonald - Cor Smit (Representing SVC) - Col Agate – Neil Shaw-Judith Wilford-Phil Stone(SVC)-Miriam?.

Apologies: Harald Tietze – K. McLaren-Col Agate

The minutes of the 2018 AGM were tabled.

Moved: T Billing Seconded: D. Wiltshire that the minutes of the 2018 AGM be adopted.

Treasurers Report: Due to the treasurer not being present, it was resolved to revisit the financials when the Treasurer is available.

Moved: D Wiltshire Seconded: N Shaw. Carried.

The Chairperson thanked everyone for their efforts over the past year.

Chairperson R. Billing introduced Miriam Hewson who gave a presentation re: tourism branding and the new Visit Batlow Page.

Moved: R. Billing – Seconded: K Dawson that normal business be suspended to allow council representative P Stone to take the chair and conduct the 2019 election of office bearers.

Election of core members to have voting rights: R. Billing – K. Dawson – C. Agate – T. McDonald – D. Killeen – C. Dawson – H. Tietze – A. Dickinson-D. Wiltshire -J. Wilford – N. Shaw.

Moved: R Billing – Seconded: T Billing that these nominations be accepted. Carried.

Chairperson: R. Billing.

Moved: D. Wiltshire – Seconded: D Killeen. R. Billing accepted the nomination. Carried.

Vice Chairpersons: K. Dawson, T McDonald

Moved: D Wiltshire – Seconded: D Killeen, K Dawson and T McDonald accepted the nomination. Carried.

Secretary: A. Dickinson

Moved: D Wiltshire – Seconded: R Sweeney. A. Dickinson accepted the nomination. Carried.

Treasurer: C. Agate Moved:

K Dawson – Seconded: D. Wiltshire. C. Agate accepted the nomination. Carried.

Publicity and Media Officer: D Killeen

Moved: R Billing-Seconded: K Dawson. D Killeen accepted the nomination. Carried

At the conclusion of the elections councillor P Stone handed the meeting over to the newly elected Chairperson R. Billing.

Meeting: Closed 8.10pm.

BATLOW DEVELOPMENT LEAGUE
MONTHLY FINANCIAL REPORT
6th November 2019

Apple Blossom Festival:	Opening Balance	\$ 18,962.11
	Income	\$ 10,791.80
	Expenditure	\$ 10,103.95
	Balance As At 31/10/19	\$ 19,649.96
CiderFest:	Opening Balance	\$ 19,208.06
	Income	\$ Nil
	Expenditure	\$ 145.15
	Balance As At 31/10/19	\$ 19,062.91
CiderFest Fixed Deposit		\$ 60,000.00
Development League Main Account:	Opening Balance	\$ 3,083.40
	Income	\$ 1.21
	Expenditure	\$ Nil
	Balance As At 31/10/19	\$ 3,083.40

Prepared by Col Agate – Treasurer Batlow Development League 2019.

BATLOW DEVELOPMENT LEAGUE
ANNUAL FINANCIAL REPORT
1st July 2018 – 30th June 2019

Apple Blossom Festival:	Opening Balance	\$ 31,587.84
	Income	\$ 19,642.95
	Expenditure	\$ 30,983.31
	Balance As At 30/06/19	\$ 20,247.48
CiderFest:	Opening Balance	\$ 37,056.86
	Income	\$ 94,399.20
	Expenditure	\$ 79,473.83
	Balance As At 30/06/19	\$ 73,540.05
CiderFest Fixed Deposit		\$ 25,000.00
Development League Main Account:	Opening Balance	\$ 2,266.31
	Income	\$ 4,578.87
	Expenditure	\$ 3,467.95
	Balance As At 30/06/19	\$ 3,377.33
Literary Group	Opening Balance	\$ 5,840.69
	Income	\$ 4,646.00
	Expenditure	\$ 8,306.85
	Balance as At 30/06/19	\$ 2,176.84

Prepared by Col Agate – Treasurer Batlow Development League 2019.



Softwoods Working Group Inc.

23rd Aug 2019

GHSC,

Library Complex, Holbrook

10.00 am

MINUTES

Attendees	Peter Crowe (SWG) Phil Clements (SWG) Rachel Whiting (RDA-R) Brendon Reynolds (TfNSW) Greg Blackie, (GHSC) Heather Wilton (GHSC) Dean Hawkins (Visy) Glen McGrath (SVC) Bruce Wright (SVC) Margaret O'Dwyer (NSW P&C) David Graham (CGRC) Abb McAllister (CGRC) Nathan Cooper TSNSW	Diana Gibbs (DG Partners) Anne Partridge (HVP) Mick Evans (HVP) Tim Cleary (Forestworks) Ray Krippner (PFO) Matt Stubbs (CGRC) Roger Davies (FCNSW) Dallas Goldspink (FCNSW) Campbell Sanderson (Visy) Scott Glyde (TAFE NSW) Jake Lazarus (HF) Kylie Bradley (SVC)
Apologies	Rab Green (AKD) Elisha Lieshcke (NSA) Alan Cole (Hume Forests) Heinz Kaushe	Michael Clancy (Groves) Lindsay Tanner Phil McMurray (CGRC) Belinda Legenberg (Hyne) James Hayes (SVC)

1. Meeting opened by Chair Peter Crowe.

- Welcomed members & guest presenters to Tumut.
Special mentions to Anne Partridge & Mick Evans from HVP, Nathan Cooper, Tim Cleary & Brendan Reynolds
- Round table self-introductions.

Welcome by Clr Heather Wilton, Mayor GHSC

- Note we are in Garden of Eden in regard to climate/weather!
- Informative session assured

Acknowledgement of Tim Fisher's passing. Will be missed. Great regional advocate.

Thanks to all the collaborators on the GLE project. Lot of last-minuters that have been replied to in a timely manner. No chance of doing it without cooperative effort of SWG members

Confident we will get a positive result

Premier has floated idea of selling/privatisation the FCNSW plantations?
Foreshadow an agenda item re a position paper later today

2. Apologies: Accepted as listed above

3. Previous Minutes: Moved – D Graham/ H Wilton **CARRIED**

4. Business Arising: Covered under agenda items

5. Safety Update:

- FCNSW Relatively quiet period

6. Correspondence & Media:

- a. Liaising with Dep PM re possible meeting
- b. Revised GLE documentation required a substantial amount of to-ing & fro-ing as mentioned easier
- c. Mtg with Dep Premier
- d. Tour with MP Justin Clancy & press release
- e. Skills forum correspondence with various parties
- f. AFPA Hubs meeting
- g. AFPA Quarterly General Mtg
- h. Correspondence with id' re data interpretation for SVC area
- i. Various articles for T&AT
- j. Need to arrange a general tour opportunity for other SWG members/groups
- k. Talkback radio – silly things being said. We are responding
- l. Approached by Ch 7 (Prime) to do a session on the Hub. Lot of footage. Won't supply it to us.
- m. Grant Hardwick has taken some excellent footage for us that will be of use for general PR etc.

7. Road Issues

- a. GLE
 - i. Discussed previously
 - ii. Other work incl teleconferencing
 - iii. Requests from Investment Appraisal Group has been intensive
 - iv. Thanks to Councils for photos & a map
 - v. Figures & data updates
 - vi. Field inspections
 - vii. More narrative
 - viii. Way beyond what normally happens
 - ix. Senior Officers Group meeting this week

8. Project Updates

- a. Regional Hubs Submission
 - i. Awaiting on funding documentation. Have been advised it is imminent!
- b. Presentation on SWS Forest Hub
PDC

Separate workshop endorsed either 6/9 or early Oct. Look for alternatives if 6/9 not suitable??

How will other hubs get up?

How will other regions get involved?

Hub & Spoke concept?

9. Economic Advisor Report (D Gibbs)

- a. Dot i.d. Issues with promotion of industry as a whole in the SVC Region.
- b. Dot i.d acknowledged the dominance of timber industry
- c. SVC have purchased the data
- d. Managed to come up with the conclusion that the region's biggest employer is beef cattle!
- e. ABARES report was a bit narrow in its approach
- f. Booklet for tours has been produced
- g. One-page fact sheets being produced. Utilising the base documents prepared many years ago by FIC
- h. Value of industry (comparison between sectors)
- i. Tourism overplayed!

10. Skills & Training Workshop

- a. Meeting with past & present chairs of FIC
- b. FIC keen to rebuild its traditional base
- c. Previously very active
- d. Needs cranking up again
- e. Help FIC get up & going...training not an SWG function
- f. Skills, training, retention & development....facilitating activities to assist
- g. Hoping to go down a similar path that we have done with other areas
- h. What's the problem; what's needed; who pays
- i. Logging contractors need to help themselves
- j. As an industry steps need to be taken
- k. Industry promotional piece here...why we are a good industry to be involved with
- l. Searching 'outside' the area. Communities are
- m. RDA Riv about to start a formal skills audit.
- n. Need some precise figures on demographics
- o. 'Grow our own' concept
- p. AFCA have a new person to address this area as well
- q. Skills have to cover the whole gamut of the industry not just harvesting
- r. Industry diverse & bucket load of opportunities
- s. Tim Cleary, Scott Glyde, Nathan Cooper all doing good stuff
- t. SG. Lot of data already dug up. Speculated needs to provide consistent reliable & ongoing. On going model that will be sustained; upgrade of teachers quals needed that are bogging things down. Process needs to be revisited; very keen observer on the 6th. Wants infrastructure to deal with requirements. New manager to be employed....industry person first then teacher, not other way around!
- u. Need to get things down to a regional level to get things done.

11. Industry Status Updates

- a. Visy
 - i. Tough internationally
 - ii. Trade war not helping
 - iii. Demands dropping; prices falling
 - iv. US economy not going too well
 - v. Export arena for logs is hurting big time. Now operating out of all areas

- b. Hyne
 - i. Unchanged
 - ii. Domestic markets soft
 - iii. CLT transfer from NZ to Wodonga has happened
 - iv. 25k t input at CLT

- c. NSA
 - i. Nil Report

- d. AKD
 - i. Nil Report

- e. FCNSW
 - i. Oct a slow month
 - ii. Climatically events impacting incl snowfalls (unprecedented)
 - iii. Assessing damage impacts
 - iv. 15 staff go north fighting fires North of Moss Vale very dry. 500ha plantation burnt in Grafton

- f. Hume Forests
 - i. Full capacity
 - ii. New gear being introduced
 - iii. Planting season nearly finished (2000 ha)

- g. Agriwealth
 - i. Nil Report

- h. PF Olsen
 - i. Finished planting
 - ii. Harvesting pretty steady

- i. HVP
 - i. Thanks for opportunity to come along
 - ii. Climate change
 - iii. Pests & diseases
 - iv. Quiet one this month
 - v. Local and export sales down at the moment
 - vi. 1500ha planted finished early

- vii. Bit dry still
- viii. Lower resource base due to fires. Operating at 80%

12. Local Govt Reports

- a. **CGRC**
 - i. Adjungbilly hill works completed

- b. **GHSC (HW/GB)**
 - i. Dry conditions saving Coppabella Rd!
 - ii. Local work on Tunnel Rd for b-double access

- c. **SVC (Glen)**
 - i. Bridge assessments being sought

13. Other reports

- a. **DPC (Marg O'D)**
 - i. GLE program on hold for future applications (fortunate we are in the mix under previous guidelines)
 - ii. New format on the go

- b. **FIC**
 - i. No report

- c. **AFPA**
 - i. Next Meeting on 18-19th Sept

- d. **RDA Murray**
 - i. Hosting Committee mtg on 11th, 3pm at SVC Chambers Tumba. In Sept Would like forestry reps if possible (10th or 12th)
 - ii. Would like a tour of forestry facilities if possible
 - iii. Skills Audit success of that approach? Advertised vs non-advertised positions.

- e. **RDA R**
 - i. Skills audit about to happen
 - ii. Grow our Own project was presented to SEGRA recently

14. General Business

- a. Discussion Paper on privatisation of the NSW plantation sector
 - i. Know it's being talked about
 - ii. Has been unsuccessful in the past
 - iii. SWG needs to adopt an impartial position but provide factual and experiential information for other interested parties?
 - iv. Draft for the next meeting to be prepared & circulated prior to next meeting
 - v. Not a position paper but a facts paper

- vi. What will be the benefits?
 - vii. Possible value may have been over-stated (or expectations too high?)
 - viii. Use facts...what are the safeguards required.
- b. IPCC report on Landuse
- i. Lumped in with Agriculture & no mention of sequestration
 - ii. Infrastructure Australia Group. Numbers being taken out of context
 - iii. Report to be circulated
 - iv. IA Group are coming to region. Rachel Whiting been asked to be involved
- c. Brendon Reynolds (TfNSW)
- i. Engage with all transporters
 - ii. 5 key actions out of freight plan
 - iii. Engage with communities, industry etc
 - iv. Collect info
 - v. Efficiency in freight by road & rail
 - vi. Supply chain reviews
 - vii. Are the right networks in place (road & rail)
 - viii. Impacts on communities & their requirements
 - ix. Local strategic planning
 - x. Landuse/encroachment – take back to executive in Sydney. Engage with DPIE
 - xi. Provide inputs to get outcomes
 - xii. Previous silo approach- need to break down the barriers
 - xiii. Looks after rail. Esp Inland rail teams
 - xiv. Connect with hub & ports
 - xv. Infrastructure user groups and industry groups
 - xvi. Transport & TAFE joint initiative (eg shortage of truck drivers)
- d. FWPA Ultimate Renewables presentation at next meeting.
- i. Availability of merchandise etc on web site well worth looking at

Meeting Closed 12.pm

NEXT MEETING: 10.00am 22/11/19 at CGRC Gundagai.

**Peter Crowe
Chair**



The Secretary
P.O. Box 6
TALBINGO NSW 2720

Talbingo Progress And Ratepayers Association.



ABN 12 881 275 246

MINUTES OF THE GENERAL MEETING HELD WEDNESDAY 6 NOVEMBER 2019

Meeting Opened: 7.35 pm

PRESENT: Frank McCorry Heinz Kausche Shelley Jones Lorraine Oliver Lindsay Raymond
Allan Leggett Jo Erskine Bob Erskine Cate Cross Leanne Dunn
James Smith Anne Brien Bruce Brien Ross Shield Gary Bilton

APOLOGIES: Regina Roach, Joy Otto, Leanne Leggett, Melanie Weckert, John Weckert, Dana Martin.

NEW and RENEWED MEMBERSHIP: Stephen Cronin, Terrance Patterson, Dorothy Bland.

VICE-CHAIRPERSON: James Smith.

ACCEPTANCE OF THE PREVIOUS MINUTES:

October GM Amendments: 1. To change: "Dana from Wires expressed concerns with wild kangaroos interacting with the public, particularly children in the village"; to "Dana from Wires expressed concerns with wild kangaroos interacting with the public, particularly children".

2. To change "Proposed Talbingo Community Centre Grant Application - Jo reported no success with this;" to "Jo reported no response so far".

3. Change "Volunteer Induction and Section 355 Committee's Code of Conduct Review - Some email correspondence re volunteer inductions from Council's Amanda Hobson with replies from Regina was read out. It was agreed a sub-committee of Regina, Jo, Allan and Gary meet with Council's Shelley Jones on Wed 9 November at the Club at 7.30 pm;" to "Volunteer Induction - It was agreed a sub-committee of Regina, Jo, Allan and Gary meet on an agreed date to discuss" and "Section 355 Committee's Draft Terms of Reference Review: Committee to discuss with Shelley at an agreed date".

RESOLVED: Moved Allan 2nd Jo that the amended minutes of the Talbingo Progress and Ratepayers Association general meeting held on 2 October 2019 be accepted. Carried.

BUSINESS ARISING FROM THE MINUTES:

Walking Tracks in Talbingo – John Weckert's email re his intentions re track reviews was read. James queried the progress of the Hume & Hovell Track Master plan. Shelley reported this is still presently unfunded.

Gate at Church yard – Gary reported he has sent an email to Rev Mark Evers requesting a meeting with our sub-committee. Leanne reported Church committee member Theresa Caffery told her the Church Committee has some concerns with insurance and that the matter would not be dealt with until the Church Committee's AGM in Feb 2020.

Access to Batlow Link Road - Our June minutes were checked showing Council had on 6 June 2019 sent a letter to Forestry NSW with our request for "a 12 months schedule of actual truck movements on the Talbingo - Batlow link road." Shelley to check on any progress re this matter. It was also noted the road was being closed contrary to what Forests NSW signage was saying.

Wheelchair Access - 1. Rollover for wheelchair access on the north-west corner of Bridle and Lampe streets and 2. From Bike Path to Golf Club - Heinz reported this will be done from leftover money from the Jack Bridle Path project.

Proposed Talbingo Community Energy Project - Shelley will report at December meeting.

Proposed Cemetery for Talbingo - James reported discussing with Council's Phil Stone mentioning soil types etc. Ultimately Phil will report back to Heinz. If successful this will be a lawn cemetery only.

No Public Toilet for Talbingo Library - Gary read from Council's minutes. Senior staff have recommended to Council to: "Fund a business case to identify options, feasibility and costs of relocating the existing Talbingo Library service from the Talbingo Public School to an alternative location within the town shopping precinct from the Talbingo Reserve....Current reserve balance is \$123K.....It is reasonable to anticipate that the business case development would be outsourced to a suitably qualified professional through Council's procurement process. It is anticipated that this would be in the order of \$20K subject to appropriate market sounding." Shelley reported that if successful the feasibility assessment will not be started until after the next financial year. Gary read from Council's minutes about additional library funding from the NSW Government. Council's allocation of \$33,201 was put towards enhancing the fit-out of the new Batlow Library Project.

Moving the Community Garden - Lorraine reported 8 people have expressed interest. There was discussion around the sustainability of and commitment to the gardens. Jo mentioned an area behind the cafe which, if a community centre was to be set up could become gardens. Heinz and Shelley will find out who owns that land. Moved Jo 2nd Bruce that a letter be written with Leanne's help to those interested to determine what space they would require and asking the extent of their involvement. Lorraine reported there is a free rotary-hoe available should the group get going.

Bill Byatt Remembrance Plaque - Talbingo Memorial Wall - A thank you card from Dawn was handed around.

Talbingo Talkabout (TT) - Bob read a statement supporting his rescission motion. Moved Bob 2nd Allan That the motion from our August 2019 meeting "That this Association no longer support the TT financially and that any income generated by the TT sub-committee would be made available to offset the TT production costs." be rescinded. During discussion a copy of our August 2019 financial statement was passed around showing a running account of income and expenditure for the TT. Moved Lindsay 2nd Leanne That an income and expenses report for the TT be presented at the next meeting. Carried.

Proposed Talbingo Community Centre Grant Application - Ongoing.

Letter of thanks to Council's Robyn Harvey - Gary still to do.

Jack Bridle Track - Heinz reported an arborist has assessed branch falls risk and work is needed.

Moved Bruce 2nd Bob That Council to prioritise branch falls risk work according to level of risk and budget. Lindsay reported contractors have broken a pipe belonging to the Country Club and that this needs to be fixed as a priority. Heinz to liaise with contractors on this. Moved Frank 2nd Anne That more substantial bench seating replace existing seats along the track.

Disaster Plan for Talbingo - Heinz reported to obtain a flood plan refer to Snowyhydro. He said to obtain a disaster plan (evacuation in case of catastrophic bushfire etc.) the RFS are responsible. These plans are dynamic and continuously changing. It is not the role of the Local Emergency Management Committee to prepare displans and minutes of their meetings are no longer reported in Council's minutes. was decided to invite our local RFS Captain John Scott to brief us on the progress of a displan for Talbingo.

Talbingo Tattoo - 30 November 2019 - Ongoing.

Australia Day Awards 2020 - Lorraine reported Council's Evan Saunders is looking for a representative from each town to go on the Australia Day Committee. Could someone wishing to volunteer from Talbingo for this please contact Lorraine. It was decided the Association make a nomination for the local awards. Leanne to fill out forms.

New Playground - It was decided the excess dirt should be disposed of at Council's discretion.

TREASURER'S REPORT:

Lorraine distributed a copy of the October 2019 report to all those present. **Opening Balance:** \$10,974.36. **Income:** Book Trolley - \$221.20. **Expenditure:** No expenditure. **Closing balance:** \$11,196.50 The cash reserve balance was \$10,691.83 after adding interest of \$1.25. An invoice from Talbingo Supermarket - Postage and Photocopies \$3.00 was presented. Moved Lorraine 2nd Bruce That the outstanding invoice be paid and Treasurer's report as presented be accepted. Carried.

CORRESPONDENCE:

From Dawn Byatt - Thank you card for the Bill Byatt plaque on the Memorial Wall

From John Weckert - Email re Walking Tracks in Talbingo

From Andrew Williams - Email re Talbingo Community Engagement meeting

From Tumut Police Station - Email re Talbingo and Cabramurra Community Engagement meeting

From Council's Tracy Martin - Email re amendments to our October minutes

From Council's Jenny Kelleher - Email re Draft Economic Development Assistance Policy - noted

From Snowy Valleys Council Minutes:

- To lodge an application for a grant of \$1 mill for Talbingo Dam Boat Ramp recreation area
- Outline of Councils new structure
- Noted our September AGM and general meeting minutes.

- To fund a business case to identify options re relocating Talbingo Library Moved Gary 2nd Lorraine that correspondence be accepted. Carried.

GENERAL BUSINESS:

RMS Bridge over Jounama Creek - Bob reported this will be a complete reconstruction with completion mid next year or 2021. A notice is in Supermarket window showing the plan and details.

Tumut District Community Transport - Lorraine reported there will be a trial of a bus run from Talbingo to Tumut. A letterbox drop will survey the needs for this from the community.

School Flagpole - James reported School is renewing their flagpole and will make the old one available to us on proviso a donation is made to the School Council. Moved Leanne 2nd Lorraine That Frank and Lindsay to contact Raylee to check the quality of the pole and in consultation with Lorraine agree on a location adjacent to Dawn's Camp Kitchen where the Australia Day ceremony takes place. A member has committed to covering the cost of purchase.

Snowyhydro's proposed Talbingo Dam Boat Ramp Recreation Area (pontoon) - From Council's minutes. Council to lodge an application for a grant of \$1 mill for this project to be delivered in partnership with Snowyhydro. The asset to remain owned by Snowyhydro and to be maintained by them. After discussion re the inadequacy of the funding - as extra car parking would be needed; and the safety risks for families and the disabled to negotiate the crossing of an operating boat ramp; and the difficulty accessing the water if the dam level is going to fluctuate up to 9 meters when generating. Moved James 2nd Jo That a sub-committee of Leanne, James and Gary draft a letter to be passed by Council to be sent to NSW Member for Wagga Jo McGirr, Federal Member for Wagga Michael McCormack and Federal Member for Monaro Mike Kelly and possibly a letter to the Prime Minister Scott Morrison outlining our concerns. The meeting agreed the best option for us was to retain the spillway as a recreation area.

NEXT MEETING:

The next meeting will be held on Wednesday 4 December 2019 at the Country Club meeting room at 7.30 pm.

TERMINATION: Meeting closed at 9.55 pm.

Last Call - members who are no longer financial will not receive minutes.

Membership for 2019/2020 is now due.

Bank Details

BSB No:032766 A/c No:212476

A/c Name: Talbingo Progress & Ratepayers Association.

If paying for membership electronically please note that the payment is for membership and provide your name. If a new member please also provide an email address.